

**WEST DES MOINES PARKS AND RECREATION ADVISORY BOARD PROCEEDINGS**  
**Thursday, January 16, 2014**

The regular meeting of the West Des Moines Parks and Recreation Advisory Board was called to order on Thursday, January 16, 2014, at 6:01 PM by Vice Chair, Rick Swalwell.

<b>Commission</b>	H. Schebel	R. Swalwell	F. Ridgway	M. Chambers	J. Hrdlicka
<b>Present</b>	<b>X</b>	<b>X</b>	<b>X</b>		<b>X</b>

  

<b>Staff</b>	S. Mathews	S. Ortgies	G. Scott		
<b>Present</b>	<b>X</b>	<b>X</b>	<b>X</b>		

**On Item 1. Approval of Agenda**

Ridgway moved to approve the agenda as presented. Schebel seconded. Motion carried.

**On Item 2. Election of Board Officers**

**A. Chair**

Ridgway made a motion to nominate Swalwell as Chair. Schebel seconded. Motion carried

**B. Vice-Chair**

Hrdlicka made a motion to nominate Ridgway as Vice Chair. Schebel seconded. Motion carried

**C. Secretary**

Ridgway made a motion to nominate Schebel as Secretary. Hrdlicka seconded. Motion carried.

**On Item 3. Citizen Forum**

No one present.

**On Item 4. Approval of December 19, 2013 Minutes**

Ridgway moved to approve the minutes as presented. Schebel seconded. Motion carried.

**On Item 5. Old Business**

No items.

**Public Hearing:**

**On Item 6A. Park Naming**

**1. Motion - Approval of Recommendation to City Council**

Chair Swalwell indicated this was the time and place for a public hearing to consider Park Naming.

He asked for the date the notice was published and Scott indicated the notice was published on January 10, 2014, in the Des Moines Register. Chair Swalwell asked if any written comments had been received. Scott stated none had been received. Chair Swalwell asked if there were any public comments from the audience; hearing none he declared the public hearing closed.

Ridgway moved to approve the recommendation to City Council to adopt the names: Woodland Hills Park, Pinedale Park, and Whisper Point Park. Hrdlicka seconded. Motion carried.

New Business

On Item 7A. Motion – Approval of Recommendation to City Council – Revisions to City Code – 7-11-2 S. Consumption in Public Parks

Scott noted that the revision to this section is a matter of housekeeping to specify no alcohol may be consumed in Parks directly adjacent to school property.

Schebel moved to approve the Recommendation to City Council to revise Section 7-11-2 S. Park Rules and Regulations to prohibit the consumption of alcohol in Brookview Park, Maple Grove Park, Woodland Hills Park, and Valley View Aquatic Center. Hrdlicka seconded. Motion carried.

On Item 7B. Motion – Approval of Recommendation to City Council – Revisions to City Code – 5-2-28 Throwing or Shooting

Orgies noted that this small change to the City Code will allow shooting of arrows at the Archery Facility.

Ridgway moved to approve the recommendation to City Council to revise Section 5-2-28 Throwing or Shooting to allow shooting of arrows in the Raccoon River Park Archery Facility with a City-issued permit. Schebel seconded. Motion carried.

On Item 7C. Motion – Approval of Recommendation to City Council – Raccoon River Park Archery Facility Fees

Mike Heller, 1621 S. 50<sup>th</sup> Place, WDM

Heller noted that he has four children in the WDM school district and all participate on archery teams. He has volunteered with the teams as well. He noted that student and family fees will encourage attendance.

Orgies noted that the pricing structure is similar to the Dog Park and will include annual and daily passes with a distinction between residents and non-residents as well as adults and youth. Orgies noted that youth 15 and under will pay half of the adult rate. Orgies added that residents who need assistance could qualify through West Des Moines Human Services for a scholarship. Orgies noted that additional specifics are still in the works. Ridgway asked about the revenue anticipated. Orgies responded that it will be difficult to gauge until the first year is complete since there are no other facilities of its kind in Iowa. Ridgway asked Heller how many of the 260 student participants he thought would get permits and if their parents would as well. Heller responded he believes a lot of them will based on the growth in the program. He also suggested that a family rate would encourage more to participate. Scott noted that a parent who is only supervising a child 15 and under and who is not a shooter themselves will not need a permit. Hrdlicka suggested a structure similar to the aquatic center season passes. Scott noted that it is similar in that for repeat users an annual pass is a better value than a day pass and that the fee will increase based on the number of people in the family who will participate. Scott asked if \$10 per child and \$20 per adult would be cost prohibitive for most families. Ridgway responded he believes it's a great value and that for families with financial hardships going through Human Services makes a lot of sense. Councilman Trimble asked if bows and arrows would be available for rental. Orgies noted that staff has discussed it but that the facility will be unsupervised for the most part and the maintenance of the equipment would be hard to manage. Swalwell asked if the school supplies the equipment for the kids to use. Schebel responded yes. Orgies noted that Naturalist, Melanie Perry, will be setting up introductory programs for youth and for adults as well as clinics where the City's equipment will be available for use. Heller noted that the National Archery Foundation might have an innovative approach to equipment lending. He noted that through work with the school he can appreciate the fact that a large amount of time is spent fixing broken strings and bent arrows due to damage while kids are learning. Scott suggested that Scheels might be willing to donate additional bows to the schools if they would be

willing to handle the checkout process since they already know the students. Schebel noted that the National Archery in Schools program donated the bows that are currently being used and that coordinating with the coaches would be an easy way to get information to the students and their families.

Schebel moved to approve the recommendation to City Council to approve the fees for the Raccoon River Park Archery Facility. Ridgway seconded. Motion carried.

On Item 7D. Committee/Liaison Appointments

City Council Liaison – Chair, *Swalwell*

School Board Liaison – Chair, *Swalwell*

Facilities Committee – 2 members, *Schebel* and *Hrdlicka*.

Des Moines Area Trails and Greenways Committee – 1 member, *Swalwell*

Scott noted there is also a Task Force with City Council and Bicycle Advisory Commission. The Mayor asked that two members from the Parks and Recreation Advisory Board participate. Scott added that the group will meet monthly February through June to work through issues related to the Bicycle Master Plan revision and Complete Streets Policy draft. Ridgway and Swalwell volunteered to represent the Parks and Recreation Advisory Board.

Ridgway moved to approve the appointment of Schebel and Hrdlicka to the Facilities Committee and Swalwell to the Des Moines Trails and Greenways Committee. Schebel seconded. Motion carried.

Staff Reports:

On Item 8A. Superintendent of Parks

Ortgies noted that a resident would like the City to consider allowing bow fishing which is currently prohibited. Staff hopes to meet with him prior to the February meeting to get more information. Ortgies added that the 28E agreement with the Waukee School District for maintenance of Brookview Park has expired and that will need to be reevaluated. Staff has been working on the Emerald Ash Borer plan and will be meeting with the Public Works Council Subcommittee on Monday to discuss contracting versus a staff position. Ortgies also shared that work for winter bidding is underway for projects.

On Item 8B. Director of Parks and Recreation

Scott noted that the new City Manager will start June 1. The Recreation Superintendent job posting will be posted Monday with the hopes of interviewing in March and having the person start in April. The Art on the Campus selection committee will meet tomorrow to review 15 works of art submitted by eight artists to fill 13 spaces. The art will be displayed from April to November this year. Scott added that the City Council will hold their budget workshop on Saturday, January 25. Scott expects to receive the Community Center market study next week. The Community Center sanitary sewer is being designed and should be installed in February and March followed by restroom renovation this spring/summer. Scott noted that the Grand Avenue Trail will go to the Public Works Council Subcommittee in February. The trail along Ashworth Road isn't scheduled to be constructed until 2015 but there will be planning and right-of-way acquisition first. The only additional operating budget request was for items related to the Emerald Ash Borer. Scott stated that the City Manager is recommending \$370,000 for that program. Scott will provide a PowerPoint at the next meeting to give the Board additional information. Scott will be attending an arboriculture conference later this month to recruit assistance for our program. Ridgway asked about talking to Wright Tree Service. Scott noted that staff met with them and they were not interested in removing the trees but they would manage the program and educational efforts at the hourly rate of \$75-125 per hour which is roughly double the cost of a full-time, in house employee. Scott noted that Iowa Prison Industries has a labor program that for a small cost will assist with taking out some of the smaller trees.

Receive, File and/or Refer:

On Item 9A. City Council Communications

December 30, 2013 – Appointment to Park and Recreation Advisory Board – Recommendation from  
Park and Recreation Advisory Board – City Initiated

December 30, 2013 – Resolution – Approval of Professional Services Agreement – Ashworth Road Trail

December 30, 2013 – Resolution – Approval of Professional Services Agreement – Holiday Park Master  
Storm Water Management Plan

On Item 9B. Trail Counter Data – Progress Report

On Item 9C. Review – Des Moines Area MPO, Central Iowa Bicycle-Pedestrian Roundtable Packet

Ridgway moved to adjourn the meeting. Hrdlicka seconded. Motion carried. The meeting was  
adjourned at 7:00 p.m.

Respectfully submitted,

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Susan Mathews  
Administrative Secretary

ATTEST:

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Heather Schebel  
Advisory Board Secretary